

The **Parks and Recreation Board** met Monday, September 19, 2016, 4:30 pm, at the Parks Office. Present at said meeting were Karen Springer, Linda Eales, John MacDonald, Jeff Love, Pat Flannelly and Park Board Attorney, Andy Gutwein. Jan Fawley, Pennie Ainsworth, Jon Munn, Chris Foley, Bess Witcosky, Dan Dunten and Cheryl Kolb represented the department.

Karen convened the Board at 4:31 pm.

## **Consent Agenda Items**

**Minutes** – provided online initially, then at meeting

## **Staff Management Report**

### **1. Pennie Ainsworth, Assistant Superintendent's Report**

- The Coed and Men's Softball Leagues are finished for the season. The Senior Softball group is still playing on Tuesday and Thursday mornings. Senior softball is a drop-in activity, in which players can come and play at their leisure. The Senior Softball program participation has increased in the last several years.
- The Greater Lafayette Regional Soccer Alliance has donated \$450. The funds will be used to offset the cost of having the north restrooms at Cumberland Park cleaned on a weekly basis.
- The Department sponsored a Naturalization Ceremony at Burtfield School on Friday, September 16, prior to Global Fest. The ceremony is an official court procedure. The Purduettes provided music for the event. The Parks and Recreation staff handled the set-up and take down of chairs, tables and stage for the Naturalization ceremony. Our thanks to the West Lafayette Community School Corporation for their use of Burtfield and their support for this event.
- The 21st Annual Global Fest had a new street fair look this year. The event was held on September 17 at the Morton Center and the West Lafayette Library. Global Fest was designed to celebrate our diverse cultures that make up West Lafayette. We appreciate the support for this event from our major sponsors - Vectren Foundation, Purdue Federal Credit Union and Wessler Engineering. Additional sponsors included American Water, Bowen Engineering Corporation, Butler, Fairman & Seufert, MBAH Insurance, Franciscan Alliance, O.W. Krohn & Associates, Wabash Landing and Ivy Tech Community College. Our department would not be able to provide this free family event without our many sponsors. Thanks to all our sponsors and participants for celebrating our community's diversity.

### **2. Chris Foley, Recreation Director's Report:**

- Registrations are now being accepted for all fall classes.
- Brochures were mailed at the end of August. The staff worked with the Lafayette Post Office Bulk Mail to install a new label printing application for faster delivery. The change would allow the brochures to stay in state while being sorted. Unfortunately, this change did not speed up the process. It still took 7 days for the brochures to reach our customers.

- The Purdue Swim team has rented the Municipal Pool for their team practices due to their pool renovation process. Purdue is paying all expenses to keep the pool operational. We continue to monitor pool water quality and maintenance. Purdue plans to use the Municipal Pool through September.

### **3. Bess Witcosky, Morton Center Director:**

- Family Fun Day was held on August 28 as a partnership event between Morton and West Lafayette Public Library. It was a great success with record-breaking attendance of over 750 people! FFD goers were able to enjoy quality demonstrations and performances, get a free snack and book, and participate in several fun activities. They could also check out the WL Fire Truck, Police motorcycles, and cruiser.
- A Day in the Park with Morton at Prophetstown was held on Sept. 10 at Coneflower Shelter. Despite the rainy weather, the event counted 165 people attending and was well received. The Indiana Arts Commission provided quality art instruction, supplies and performances in both theatre and dance through a grant.
- Art on the Wabash will be held in Tapawingo Park on Sun, Sept. 25 from 10am-4pm. The Morton Youth Actors will perform at 1pm, a series of short scenes based on Mo Willems stories about Elephant and Piggie.

### **4. Jon Munn, Parks Director Report:**

- Met with Greg Terry Welding to discuss the final install of handrails on the Salisbury Street access to Happy Hollow Park.
- Met with ColorTek contractor to discuss quote for painting the Riverside Ice Rink interior of building.
- Completed set-up and prep for the annual Park Board Picnic at Lilly Nature Center.
- Installed new water heater in the engineer's office at Morton Center.
- Replaced two grills at Happy Hollow Park shelters.
- Clean-up of large oak tree that fell due to storm damage.
- Clean-up of tree that fell from Happy Hollow Park and damaged the fence at the Indiana American Water plant on Happy Hollow Road.
- Picked up pool chemicals from Spear Corp. for extended pool rental by the Purdue swim team.
- Measured the Salisbury trail entrance to HHP for ADA signage with David Meihls.
- Installed new climbing net at Peck-Trackman Park.
- Installed concrete pad for granite bench at Cumberland Playground.
- Attended Parks Visioning meeting at Morton Center.
- Preparation for Global Fest.
- Trail maintenance to the footpath section of Salisbury street access to Happy Hollow Park
- Construct small boardwalk/bridge on trail at Happy Hollow Park Salisbury Street access
- Mow the property at 2917 Covington Street for NRT

- We have been working on grounds and riverbank clearing at Tapawingo Park in preparation for the upcoming Art on the Wabash
- **Copies of the monthly Trail and Playground inspections will be available for review at the Park Board meeting 9/19/2016**

#### 5. Dan Dunten, Stewardship Director's Report

- **Purdue Freshman Boiler Bridge Bash** – Visited with approximately 500 students about the West Lafayette trails, parks and Celery Bog Nature Area.
- **Purdue Graduate Student Information Fair** – Information regarding our department, and what we have to offer, was shared with hundreds of students.
- **WL Farmer's Market Information Tent** – Visited with attendees about our trails and parks. Also handed out the Fall Recreation Guide.
- **Observation Deck Dedication** – Coordinated the event that included Celery Bog Songs by Joe Peters, recognition of sponsors, short presentation by the Mayor, and the official ribbon cutting. Even though it was raining during the event, we put up tents and everything went well.



- **Purdue Student EPICS Project** – Continue to work with this program for the third year as they study and implement various erosion control practices on a slope in Happy Hollow Park.
- **General Parks & Recreation Talks** – When groups have meetings in the Lilly Nature Center, they routinely ask me to give a brief talk on the facilities and the department. I enjoy sharing information and providing some education to the visitors.

#### 6. Janet Fawley, Park Superintendent's Report:

- Presented 2017 budget requests for Parks & Rec, CCD, EDIT, & RDC
- Recruited Sue Lasater to become president of the WL Parks & Recreation Foundation.
- Attended Northern District Meeting on 8/17 in Lake County.
- Mt w/ David Meihls re signage for Happy Hollow Ravine Footpath.
- Mt w/ Community Foundation re grants & other Fundraising ideas for the Parks Foundation
- Mtg was held for Kingston Drive Trail, that I participated in.
- Zagster Celebration was held at Tapawingo, in front of Skating Rink.
- Dedication for the Celery bog Overlook was held.
- Attended open houses for Business System Solutions, and Leadership Lafayette.
- Participated in the Indiana Bike & Walk Summit in Indianapolis.
- Parks Foundation meeting was held. Officers are as follows: President, Sue Lasater, Vice President, Dan Franzmeir, Secretary, Sarah Hubbard, and Treasurer, Andy Waters.

- Held Master Plan Visioning session w/ consultants from Browning Day Mullins Dierdorf.
- Held Happy Hollow Ravine Footpath Ribbon Cutting.
- Participated in WREC meeting; Participated in Council meeting;
- Participated in Mayor's staff meeting & biweekly Parks Staff meeting.
- Met w/ John Willis of MBAH Insurance re claims from Worker's Comp, and General liability – ZERO claims!
- Global Fest on Saturday, September 17!

**Claims** – provided online initially, then at meeting

Linda motioned to approve the Consent Agenda Items as presented. John seconded the motion, and the motion carried.

## **Old Business**

### **2017 Budget Update**

- Jan reported the budget, in-hand, will be presented to the City Council in a public session tomorrow evening. Also noted was a 3% increase set for staff to receive in 2017, along with a request for a full-time maintenance person. For the Park Board Fund, the rink and pool budget for wages has been cut because of non-spending in the past. Primarily, wages and personal services show the biggest increase. We kept \$40,000 so we could do a Bike-Pedestrian Plan and a plan for the Happy Hollow Park playground. Also requested, was \$200,000 for work on the pool and it was cut to \$100,000, which would still allow us to get some things started. The NRO budget's biggest increase is for personal services and contract services for the independent contractors. Various rentals also go through this fund. The Mayor has asked all department heads to revisit the different fees currently charged for services offered to the community, so in the upcoming months, a new set of fees may be brought to the board for discussion. The CCD budget took a huge hit with reductions. In addition to the increases being rejected, there was also \$27,000-\$28,000 cut from the budget. We are not the only department feeling the effects of the cuts. The EDIT budget will be used to take care of the Zagster program, seven different median costs, and will cover expenses for improving the entrance to Happy Hollow Park once the road is finished.

### **Master Plan Update**

- Jan reported it was a very good, productive, day. There was a 9:00 am, 1:00 pm and a 6:30 pm session. There was generally a new group of people in the different sessions, with different representatives from the City in attendance. A handout was distributed at the meeting and discussion followed. One item that came from these sessions was talk of how to fund the various items discussed, and from that talk came the discussion of assessing a recreational impact fee. As a result, the Mayor and Jan will be meeting with Chuck Lehman and Erik Carlson next week to discuss recreational impact fees.

- Jan noted she attended a Bike Pedestrian Workshop in Indianapolis back during the later part of August. During this, the IN Department of Natural Resources Master Plan (available on CD) was presented. The priorities on their list are very similar to ours, such as bike/pedestrian facilities, protecting and enhancing natural resources and facilities, and encouraging and promoting outdoor recreation participation. They also determined why people do not participate in things. The first 42% said there was no reason, or no barriers of why they do not participate. The next 19% said there were personal barriers, assuming it has to do with personal lives and schedules. The next 15% factored cost as the reason, with the following 10% saying there were no facilities. Finally, the last 8% cited social barriers as to why they do not participate in outdoor recreational activities. This is all something to keep in mind as we move forward with our Master Plan. Their Master Plan is available on disc from Jan, or you can look online at the Indiana Department of Natural Resources under the Outdoor Recreational Division.
- The next steps in the Master Plan, over the next month, will be them putting things together for us, having a draft report ready to go for January. A final draft report is due to IDNR by January 15. The goal is to have everything finished and approved by the board for the final deadline of April 15 to the IDNR.

**New Business**

N/A

**West Lafayette School Board**

- Tonight at 6:30 pm in the Happy Hollow LGI room, the School Board will hold a Work Session where the administration and architects will present the long-range PreK-12 facilities plans. It is a work session for the board so no decisions will be made. There will be a time for patron input.
- On Thursday, September 15, the second Wall of Pride Reception will be held at the WL Country Club. There were six inductees, five WL graduates and one teacher. The inductees also participated in classrooms and a school convocation at the High School on Friday.

**Wabash River**

- Jan reported WREC met last Friday and decided they are moving forward with The Promenade that will attach to The MARQ building, the building that is going up where the old Lafayette Savings Bank was located. It will be an elevated boardwalk from the upper levels of Riehle Plaza down to Columbia St. There will also be an entrance into The MARQ building. Mayor Roswarski is very excited about this project, and wants to make sure everything is just right. The City of Lafayette is supporting the project financially, along with a grant from Greater Lafayette Health Services.

**Public Comment**

N/A

**Other**

- Pennie reported Sam Broccolo, who headed the Senior Softball League, passed away this past weekend.
- Pennie also reported Global Fest was a huge success this year. Pennie thanked the Police and Fire departments, along with the Street and Wastewater departments for their help. Pennie also thanked the School Corporation for allowing us to use the Burtfield facility for the Naturalization Ceremony, and for the air conditioning provided for the ceremony. The corporation allows the use of the facility at no charge to us and we are very thankful. Pennie also thanked the schools for use of the stages. The event is scheduled next year for September 16, 2017.
- Pennie also wanted to thank the sponsors for all of their support. Without their help, Global Fest would not be possible.  
Vectren Foundation · Purdue Federal Credit Union · Wessler Engineering, Inc · Butler, Fairman & Seufert · O.W. Krohn & Associates, LLP · Bowen Engineering Corporation · Wabash Landing · MBAH Insurance · Franciscan Alliance · American Water · Ivy Tech Community College · Sunbelt Rentals · Huston Electric · Arni's · Haley's Lock, Safe and Key

**Adjourn**

Linda motioned to adjourn the meeting. Jeff seconded the motion, and the meeting adjourned at 4:59 pm.

**Next Meeting Date**

The next Park Board meeting will be Monday, October 17, 2016 at Riverside Skating Center.

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Presiding Officer

*File: Cheryl/2016ParkBoardMinutes/Minutes#09/September2016*

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Secretary